Federal Depository Conference Scheduled for April 1992

The first annual Federal Depository Conference will be held the week of April 5, 1992, in Washington, D.C. The Federal Depository Conference will incorporate and expand upon the conference and continuing education activities that previously occurred at Depository Library Council meetings. The Federal Depository Conference is scheduled for an entire week. The conference program is envisioned as providing participants with a thorough review of issues relating to the Federal Depository Library Program.

The conference is not meant to compete with the Interagency Depository Seminar. The Interagency Depository Seminar remains the single most comprehensive review of basic Government information resources. This very popular seminar will again be offered in May of 1992.

The Federal Depository Conference will be the primary source of information concerning all aspects of the Federal Depository Library Program and its participants. These participants include: depository users, depository libraries, Federal agencies and GPO.

Conference goals are:

1. Providing updates on program and policy issues relating to the Federal Depository Library Program;

2. Disseminating information concerning the most efficient and effective new methods for managing Federal Depository operations;

3. Providing participants with an opportunity to ask questions of and interact with GPO staff and other conference participants;

4. Offering tours, exhibits and other educational activities, and

5. Providing information on Government publications distributed to depository libraries.

All Federal Depository Libraries are urged to send at least one representative to this major conference.

Federal Depository Conference, 1992
Preliminary Schedule of Events

Sunday, April 5

Regional librarians arrive at Rosslyn Westpark Hotel. Informal pre-dinner get-together at 6:00 p.m. in hotel lobby.

Monday, April 6

Regional Federal Depository Seminar (9:00 a.m. - 5:00 p.m.) Although this program is earmarked for Regional librarians, all other librarians and interested individuals are welcome to attend as observers.

Morning Session - Alternative funding sources for Regionals

Afternoon Session - Outreach to selective depositories -
Mary Redmond, New York State Library; Steve Beleu, Oklahoma Department of Libraries

Effects of online cataloging on usage of government publications in Regional libraries - Jim Noel, Louisiana State University; Gary Cornwell, University of Florida

Consulting with selectives on their electronic information program needs - Julia Wallace, University of Minnesota; Ann Bregent, Washington State Library.

Tuesday, April 7 (9:00 a.m. to 4:00 p.m.)

Morning Session - tours of GPO's Library Programs Service and area libraries.

Afternoon Session - independent study.

Wednesday, April 8 (9:00 a.m. to 4:00 p.m.)

Morning Session - Welcome from the Public Printer.

Updates from GPO staff members with question and answer period after each presentation.

Exhibits will include GPO Marketing.

Afternoon Session - Update presentations with question and answer periods for representatives from the Depository Library Council, the Joint Committee on Printing, the Regional librarians, and GODORT.

Optional evening tour of GPO printing plant (9:00 to 10:30 p.m.)

Thursday, April 9 (9:00 a.m. to 4:00 p.m.)

Morning Session - Federal agency presentations, focusing on their products and services to Federal depository stakeholders.

Afternoon Session - Federal agency presentations (continued)

Talk Tables (individual tables manned by representatives from GPO and Council, similar to ALA poster sessions)

Friday, April 10 (9:00 a.m. to 12:00 noon)

Morning Session - Presentation on public service to citizens of U.S. Congressional districts

Conference wrap-up - answers to questions posed earlier in the conference.

Additional conference information will appear in future issues of Administrative Notes.

The Federal Depository Library Program Bulletin Board System: Hints and Shortcuts

On June 3, 1991, LPS went online with the Federal Depository Library Program Bulletin Board System (FDLP/BBS). The board is intended for the use of Federal depository libraries, and in general contains program information which is also available in print format.

First time users should sign onto the FDLP/BBS by entering NEW. Identification numbers for authorized users will be their depository library number, entered with leading zeros to fill four numeric positions, followed, when applicable, by a letter. Users who do not follow this convention make it difficult for LPS to communicate with them. All users will eventually be required to use the prescribed form of user ID.

Depository librarians may experience some initial confusion upon accessing the board. The following hints may assist new users in obtaining the desired information.

Most information on the FDLP/BBS resides in various SIGs, or Special Interest Groups, in the form of **MESSAGES**. Each Message has its own number by which it is accessed. Messages often have **files** attached to them. In this case, the files contain the bulk of the information.

Upon logging on to the board, the user will be presented with a number of choices in the Main Menu. Users may access the SIGs by typing **S**. First-time SIG users will automatically be placed in the **Hello** SIG, which contains general information about the

board. **It is strongly recommended that users read the information contained in the HELLO SIG**, as it provides important introductory material about the board. Afterwards, users should check this SIG at least once a week for new bulletins. (See the current contents of the HELLO SIG on page 23 of this issue.)

Previous users of any of the SIGs will be returned automatically to the last SIG which they accessed on the board. The SIG menu allows a user to select a new SIG by typing **S**. Users will be provided with a prompt asking for the name of the desired SIG. At this point, the user should enter the name of the SIG preceded by a slash mark (/). As an alternate choice, typing in a question mark will call up a list of available SIGs, from which a choice can be made.

Once a user is in the desired SIG, commands can be strung together to go directly to a Message for viewing or downloading. A sample string of commands for this shortcut could be as follows:

R for Read
L for List
B for Brief

This would be typed in as **RLB**. This string will call up a non-stop list of all messages in the SIG in a format which will display only one line per message or file on the screen. Before the results are displayed, however, the board will also prompt for the message number from which to begin the search. Pressing Enter (or Return) will start the viewing with the first message in the SIG.

Like most bulletin boards, the FDLP/BBS uses software which is arranged hierarchically. Users may at first experience some difficulty in knowing where they are on the board. To alleviate this problem, LPS has installed "navigational aids" or prompts in many places. For example, before each prompt, there is a message preceded by two asterisks and the word SIG. This signifies the current location in the menu structure.

There are also **HELP** screens at virtually every level of the board, which will provide detailed explanations of available options. These can be accessed by typing in the requested question mark. LPS is monitoring activity on the board, as well as the user help line inquiries, and making "on-the-fly" enhancements which are intended to address specific problems users have encountered with the board.

Users who have read the information in the HELLO SIG and have practiced moving around the board should be able to obtain the information needed quickly and easily. Anyone still experiencing difficulties should call Tony Ford, the sysop, on the user help line at **202-275-1126**.

United States Government Printing Office
Washington, DC   20402

ASSISTANT PUBLIC PRINTER
(Superintendent of Documents)

June 14, 1991

Dear Documents Librarian:

Recently, the Food and Drug Administration (FDA) notified the Library Programs
Service (LPS) that a publication titled El Lupus y el Embarazo contained erroneous
information. FDA will provide a corrected version for distribution to depository libraries.
The new version will be entitled Viviendo con Lupus.

Descriptive information on this erroneous publication:

> Title: El Lupus y el Embarazo
> Shipping list number: 91-0383-P
> Shipping list date: May 20, 1991
> Item number: 0475-H-01
> SuDocs number: HE 20.4010/a: L 97/Spanish

I am requesting that you immediately withdraw this publication and **destroy it by any
means that will prevent disclosure of its erroneous contents.** Thank you for your
cooperation and prompt attention to this matter.

Sincerely,

WAYNE P. KELLEY
Assistant Public Printer
(Superintendent of Documents)

1987 National Health Interview Survey:
Guidelines for Use of CD-ROM

On January 23, 1991, the Library Programs Service (LPS) distributed a pamphlet containing a Data Use Agreement and the 1987 National Health Interview Survey CD-ROM on shipping list 91-0011-E to those libraries selecting item number 0500-E-01. On April 3, 1991, these same depository libraries received a letter from the National Center for Health Statistics (NCHS) requesting that depository libraries either sign the Data Use Agreement acknowledging the library's compliance with the law or return the CD-ROM to NCHS. The NCHS request was inappropriate.

All materials distributed through the Federal Depository Library Program remain the property of the Federal Government. The Superintendent of Documents is the only Federal official who may order any of these materials withdrawn from depository libraries.

The director and documents coordinator of each designated Federal Depository library are responsible for the depository materials which have been entrusted to their library. Title 44, United States Code, Chapter 19, along with the Instructions to Depository Libraries, provides guidance to library directors and documents coordinators on the legal responsibilities inherent in Federal Depository status. These responsibilities remain in effect regardless of the format of depository materials.

To clarify the confusion surrounding the 1987 National Health Interview Survey, the Office of General Counsel from both the U.S. Government Printing Office and the National Center for Health Statistics have agreed on the language of text to accompany this CD-ROM. They recommend that depository libraries photocopy the following statement and insert it in the "jewel box" with the CD-ROM. Depositories should ask users to read the statement prior to using this disc.

> The Public Health Service Act (42 U.S.C. 242m (d)) provides that the data collected by the National Center for Health Statistics (NCHS) may be used only for the purpose collected which is health statistics and analysis; any effort to determine the identity of any reported cases, or to use the information for any other purpose would be against the law. This law also prohibits the release of any identifiable data gathered by NCHS. NCHS does all it can to assure that the identity of data subjects cannot be disclosed through public-use data sets; all direct identifiers, as well as any characteristics that might lead to identification, are omitted from the data set. Nevertheless, it may be possible in rare instances, through complex analysis and with outside information on sample cases, to ascertain from the data set the identity of particular persons or establishments. Considerable harm could ensue if this were done. Therefore, it is understood in accordance with the above-referenced Federal Statute that:
>
> - You will not use the data in this set in any way except for statistical reporting and analysis;

- You will not attempt to use this CD-ROM to learn the identity of any person or establishment included in this data set; and

- If the identity of any person or establishment should be discovered inadvertently, then (a) no use will be made of this knowledge, (b) The Director of NCHS will be advised of this incident, (c) this information that would identify any individual or establishment will be safeguarded or destroyed, as requested by NCHS, and (d) no one else will be informed of the discovered identity.

LPS is aware that depository libraries cannot monitor or control uses made of information within their library collections. By attaching this notice to the CD-ROM, the responsibility is that of the user, rather than that of the library.

LPS hopes this clarification will eliminate the confusion surrounding the NCHS disc.

EEOC Case Decisions: Microfiche for 1991 To be Distributed in One Shipment

[This article updates one which appeared in Administrative Notes, v. 11, # 23, dated 11/15/90.]

For several years, EEOC Case Decisions have been supplied to depository libraries under a contract between the Equal Employment Opportunity Commission (EEOC) and its contractor, Information Handling Services (IHS). During fiscal years 1988 and 1989, EEOC paid for the duplication and the bimonthly shipment of diazo microfiche to depositories out of its budget.

During fiscal year 1990, EEOC renegotiated the contract. As this agency lacked funds to continue paying for duplication and distribution of the microfiche out of its budget, shipments directly to depository libraries from IHS were suspended. However, EEOC agreed to purchase second generation silver reproducible microfiche from IHS and supply them to the Library Programs Service (LPS). In October 1990, LPS received a shipment which encompassed all fiscal year 1990 issuances by EEOC. LPS used an existing microfiche contract to duplicate diazos and mail the microfiche to depositories.

During fiscal year 1991, EEOC again renegotiated the contract. Initially, Procurement staff at EEOC failed to add the requirement for delivery of silver reproducibles to LPS on a bimonthly basis. Again this year, LPS will receive the entire fiscal year 1991 issuances in one shipment in October 1991. As soon as this microfiche is received, LPS will initiate print orders for the production of diazo microfiche.

EEOC has assured LPS that during fiscal year 1992, LPS will receive bimonthly shipments of silver microfiche. If this arrangement is successful, depository libraries will receive EEOC Case Decisions more quickly.

ＥLECTRONIＣORNER

How are you making it happen in your library? The **Electronic Corner** was re-activated early this year to give depository librarians an opportunity to ask questions and to exchange information about operational issues involved in managing a federal depository with the new electronic technologies.

Participation by depository librarians is key to the success of the **Electronic Corner**. A number of librarians have responded to the column with their questions or with responses to questions based on personal experience. However, we have more questions than we have answers these days. Can you help?

At the end of this column, questions outstanding from previous columns have been reprinted in hopes some reader will recognize a situation that has been addressed in his or her library. If you have managed to resolve any of these questions and would be willing to share your experience with others, please send your answer along to Jane Bartlett, **Electronic Corner**, U.S. Government Printing Office, Library Programs Service (SL), Washington DC 20401. Phone: (202) 275-1003. Many thanks!

The following question was posed by a depository for general discussion. Although the subject is open for comment, Joe McClane, Chief of the Depository Services Staff, volunteered to   clarify an issue raised on behalf of Library Programs Service and GPO.

Question: What are libraries doing about disposal of depository CD-ROMs that are superseded? Commercial CDs are sent back to the publisher for recycling, but GPO has never issued any statement regarding the disposal of depository CDs. Should CDs be treated differently than paper or fiche? Is the Depository Library Council going to discuss this issue anytime in the near future? What are other depositories doing with their CD-ROM products?

Response: The legal responsibilities for materials distributed through the Federal Depository Library System remain the same regardless of format. CD-ROM products should be disposed of in the same manner as paper and fiche products. While the responsibilities for proper storage and accessibility remain the same regardless of format, some aspects of the handling of these materials will differ according to the format of the material.

The Depository Library Council is currently updating the <u>Federal Depository Library Manual</u>. The updated <u>Manual</u> will have a section devoted to the handling and storage of these materials.

As depository-distributed CD-ROMs are a relatively new phenomenon, most depositories are still in the process of developing procedures for handling and storing this format. It is likely that procedures adopted will closely follow the procedures used for handling and storing CDs in other parts of the library. For instance, the requirement for depository and date marking can be met by attaching a label to the "jewel box" or CD-

ROM container, but it may be better yet to apply it to the CD itself...a procedure that is likely to be used with the library's audio-visual materials.

Thanks, Joe!

Question Needing Response: Is anyone providing access to federal depository CD-ROMs on a Local Area Network (LAN)? Please tell us about how you did it and how it is working.

Question Needing Response: What is your library's current policy regarding the provision of staff assistance with the various electronic products in your depository?

Question Needing Response: My state is experiencing severe budget cuts, and I am unable to get funding for a personal computer, a CD-ROM reader, a modem, a printer, etc. to allow my depository to provide access to government information in electronic format. Is anyone aware of grant money that might be available (other than LSCA funds) to help us acquire this needed equipment?

U.S. Institute of Peace Publications Re-Classed

Publications of the U.S. Institute of Peace have historically been treated as one category, Reports and Publications, in the "List of Classes." They were distributed under one item number, 1063-K, and were assigned the SuDocs class stem Y 3.P 31:.

As a result of meetings held with the U.S. Institute of Peace on the variety and frequency of their publications, LPS created eight new item numbers and class stems. These were surveyed on Survey 90-002, which was distributed with shipping list 90-0696-P, dated November 2, 1990.

LPS assigned the title Electronic Products (irregular) to the original class stem Y 3.P 31: and kept the item number 1063-K. While this information should have been communicated to the depository community months ago, it apparently was not. The June 1991 "List of Classes" will reflect this change in title. If your library selected item 1063-K, you will receive any miscellaneous electronic products issued by this agency.

GPO Classification Manual Revision Underway

In the fall of 1991, LPS hopes to issue a revised edition of the "GPO Classification Manual" in booklet rather than loose-leaf format. LPS is inviting interested depository librarians to review the existing manual and offer suggestions for modification. Please mail your comments, by July 15, to Chief, Depository Administration Branch, Library Programs Service (SLLA), U.S. Government Printing Office, Washington, DC 20401.

"Technology Tea" Survey Results
With Library Programs Service's Responses

On October 24, 1990, following the opening session of the Fall 1990 Depository Library Council Meeting, a one-hour "brainstorming" session was conducted by Library Programs Service (LPS) to gather comment from attendees on practical issues surrounding the acquisition and dissemination of electronic government information through the Federal Depository Library Program (FDLP). Because of the time of day and the subject matter, the session became known as the "technology tea".

To ensure that the widest possible audience had the opportunity to comment, the same ten issues were described and surveyed in the December 30, 1990 issue of Administrative Notes. A summary of the responses received from the written survey, including a Profile of Survey Respondents and an LPS Response, issue by issue, follows.

If there are questions regarding the Survey and Responses, please contact: Jane Bartlett, Manager, Information Technology Program, U.S. Government Printing Office, Library Programs Service (SL), Washington DC 20401. (Phone: 202-275-1003)

Profile of Survey Respondents:

Total number of respondents to survey: 296
    (21% of depositories)

Respondents by library type (% of all depositories):

Type	Number	Percent Respondents
Academic General (55%)	187	63%
Academic Law (11%)	17	6%
Public (21%)	54	18%
State Library (4%)	16	5%
Other* (9%)	22	8%
	296	100%

Respondents by library size (% of all depositories):

Size	Number	Percent Respondents
Small (28%)	51	17%
Medium (47%)	124	42%
Large (26%)	112	38%
Other*	9	3%
	296	100%

*Includes anonymous respondents (those not providing identifying depository number).

ISSUE #1: Distribution of data in electronic format without providing access software

Scenario: An agency is willing to provide data in electronic format but has made a decision to leave provision of user application software to the private sector. In some cases, the data has been summarized and the files structured on the disc for use with a fairly common commercially-available software package. In other cases, the files are in ASCII format, but the data is at the micro level.

Question: Should LPS offer this data to depository libraries?

Survey Response:*   Yes (79.8%)

Survey Response by Library Type: *

Academic:	Yes (82%)
Academic Law:	Yes (84%)
State Library:	Yes (75%)
Public:	Yes (71%)

LPS Response to Issue #1:

LPS will:

- distribute electronic data products in the manner in which they are provided by the publishing agency. If the agency does not include retrieval software with the data, selecting depositories will receive data discs without software.

- survey depositories for each title/series that does not include software prior to distribution, providing sufficient prior notification is given by the agency.

- describe known software requirements on the Depository Shipping List accompanying distribution of the product.

* Includes percent of total survey respondents
** Includes percent of survey respondents by library type

ISSUE #2: Distribution of CD-ROMs or floppy diskettes without paper documentation

Scenario: The publisher has placed the documentation on the disc. There is a paper edition of the documentation available, but, for LPS to distribute documentation in this format, would be duplication and a burden on a limited budget.

Question: What problem might we anticipate if libraries had to download the documentation from the disc?

Survey Comments:

The most frequently-stated concerns that libraries had about downloading documentation from discs were:

1) insufficient library equipment or software
2) cost to libraries in terms of staff or supplies
3) lack of library expertise to download

LPS Response to Issue #2:

LPS appreciates the problems that libraries may have downloading documentation from discs. However, because of LPS budget constraints and the responsibility of LPS to manage the Federal Depository Library Program (FDLP) in a cost effective manner,

- a paper copy of documentation will not be disseminated to depositories if the same documentation is provided in a file on a distributed disc. Libraries may purchase additional copies of documentation through the appropriate agency sales programs.

- agency-prepared supplemental (but not duplicate) documentation will be acquired and distributed through the FDLP, if known.

- LPS will attempt to enhance depository staff expertise through efforts such as exchanges of information among depositories in the "Electronic Corner" column in Administrative Notes.

ISSUE #3: Item count needed immediately but no survey data exists

Scenario: The agency is producing a disc outside GPO and is willing to provide copies for depository distribution. The publisher is going to press with a CD-ROM tomorrow and a count for depositories must be given now. There has not been a survey for this electronic product. LPS could:

a) provide an item number count for "General Publications" and distribute under that item number,

[Problem: If LPS orders and distributes under the "General Publications" item number, some libraries that might have selected this item will not receive it (and those who would not have selected will).]

b) provide an item number count for "General Publications" and hold for survey,

[Problem: If LPS orders under the "General Publications" and holds for a survey, the delay could be 2-3 months and the number acquired could be either much too high (wasting funds) or much too low (creating much distress).]

c) create a miscellaneous CD-ROM or electronic product category for each agency and sub-agency and survey in anticipation of such an opportunity,

[Problem: If a miscellaneous CD-ROM category is established for all agencies and sub-agencies, there will be some item numbers that will never have anything disseminated under them.]

d) acquire sufficient numbers for Regionals only,

e) acquire what we can get and make a special offer through Administrative Notes.

Question: Which is the least problematic option? Are there others (problems or options)?

Survey Response: Option c) = 44.9%
Option e) = 25.4%
Option d) = 15.2%
Option a) = 9.4%
Option b) = 5.1%

LPS Response to Issue #3:

LPS will:

• establish Miscellaneous Electronic Product item numbers as needed to provide a count of depositories interested in receiving yet-unknown electronic products. (Special Survey 91-100 surveyed for sixteen such item numbers in February of this year.)

• use Option (a) - General Publications item number - as a back-up count if no specific or miscellaneous category exists. Under this Option, distribution automatically includes all Regionals, if sufficient number can be acquired.

• seldom use Option (e) - Special Offer through Administrative Notes - as this option disadvantages West Coast libraries and those without Bulletin Board access and fax machines and is very labor-intensive for LPS.

ISSUE #4: Paper documentation but not electronic file provided to LPS for dissemination

Scenario: LPS has acquired paper documentation for distribution that describes an electronic item. The item described (e.g. online file, CD-ROM, floppy disk) has not been made available for depository distribution.

Question: Are libraries interested in receiving documentation without the electronic files?

Survey Response: Yes (47.3%)

Survey Response by Library Type:

Academic:	Yes (52.8%)
Academic Law:	Yes (42.1%)
State Library:	Yes (37.5%)
Public:	Yes (27.5%)

LPS Response to Issue #4:

LPS is aware that many respondents to this issue did not want documentation in their collections without the electronic files. A number of others, though, saw possibilities for referral or purchase that documentation could provide.

LPS will:

- continue to distribute paper documentation, even if the electronic file is not available for dissemination through the FDLP. At the point of acquisition of the documentation for LPS, it is not always possible to determine that it accompanies or supplements an electronic file and/or that this file may not be available to depositories through the Program.

- disseminate the documentation with other "E" Depository Shipping List materials, indicating the availability status of the electronic file on this list.

ISSUE #5: Public domain software exists but is not distributed by LPS

Scenario: An agency has disseminated a CD-ROM with public domain software. LPS distributed the edition available at the time that the disc was distributed. The agency develops further editions of the same software or even another software to be used with the disc. This software is available from a bulletin board or other readily accessible source.

Question: What role should LPS play in acquisition and dissemination of these items?

Survey Comments:

Nearly all respondents thought that LPS needed to take an active role in the identification and/or provision of public domain software...that either LPS should acquire and distribute all public domain software, including new editions, or, at the least, inform libraries of the existence of such software.

LPS Response to Issue #5:

LPS will, within existing resources,

- acquire and distribute, whenever possible, public domain software to support electronic products distributed through the FDLP

- provide availability information, whenever possible, for public domain software it cannot acquire and distribute

- continue to rely on depository librarians and others to alert LPS to existing software not distributed. (LPS does not have the resources to monitor electronic bulletin boards and review agency publications and lists.)

ISSUE #6: Prototype disc being produced by agency

Scenario: A government publisher is testing CD-ROM production and has developed a prototype disc.

Question: Would libraries be interested in having access to this prototype, if sufficient copies could be acquired?

Survey Response: Yes (61.7%)

Survey Response by Library Type:

Academic:	Yes (62.2%)
Academic Law:	Yes (57.9%)
State Library:	Yes (68.8%)
Public:	Yes (56.9%)

LPS Response to Issue #6:

LPS will:

- acquire and distribute agency prototype CD-ROMs, if they are produced or procured through GPO and meet the criteria for inclusion in the FDLP

- invite agencies not going through GPO's services to announce the availability of prototypes through Administrative Notes.

ISSUE #7: An electronic file available in multiple formats - e.g. floppy disk, microfiche, CD-ROM

Scenario: The agency is planning to provide data in a variety of formats. The files will not all be available at the same time, with a considerable (months) lag between production of one and the availability of the others.

LPS, at the same time, has limited resources for "riding" contracts for distribution. Duplication is to be avoided, if possible. If the products can be duplicated, only one format will be offered.

Question: If only a single format can be offered, is timeliness, economy (for LPS), efficiency for user-searching, compactness, or archivability to be the criteria for selection for distribution?

Survey Response:
1. Efficiency of searching
2. Timeliness
3. Archivability
4. Economy (for LPS)
5. Compactness

Survey Response by Library Type:

Academic:	Efficiency, timeliness, archivability, compactness, economy
Academic Law:	Efficiency, timeliness, economy and archivability (tied), compactness
State Library:	Efficiency, timeliness, archivability, compactness, economy
Public:	Efficiency, timeliness, economy, compactness and archivability (tied)

LPS Response to Issue #7:

Fortunately for the Federal Depository Library Program, LPS has not, as yet, been forced to invoke a single format offering. When that day comes, criteria preferred by depositories in this survey will certainly be weighed in with the considerations of economics and content.

ISSUE #8: Cost of dissemination of an electronic product significantly impacts appropriated funds

Scenario: An agency is producing a set of CD-ROMs or has an online product that, if made available through the Program, would have a major impact on appropriated funds. Distribution of this product might require additional paper titles to have to be selected for conversion to microfiche.

Question: Should LPS develop criteria for determining when the impact of dissemination of one product would negatively affect the overall Program? Are other criteria for non-selection needed? What might these be?

Survey Comments:

Most respondents to this survey issue felt that LPS (or LPS in consultation with the depository library community) should develop criteria. Suggestions for criteria included

- product or information value
- ease of access/use
- availability of information elsewhere
- costs to libraries

LPS Response to Issue #8:

LPS recognizes the desirability of developing criteria, especially as the offerings through the Federal Depository Library Program expand and the budgets remain relatively constant. As 44 U.S. Code §1914 gives the Public Printer, with the approval of the Joint Committee on Printing, the responsibility for implementing the Federal Depository Library Program in an "economical and practical" manner, it is appropriate and reasonable for LPS to develop those criteria, with input from the depository library community, in anticipation of that day when difficult decisions have to be made.

ISSUE #9: Shareware on CD-ROM

Scenario: An agency produces a CD-ROM that has software on the disc, including a shareware software. The "fee" for use of the shareware (use of which is optional) is passed on to the library or purchaser.

Question: Should LPS disseminate discs with shareware on them? What mechanism should be used for notifying the depository about the existence of the shareware?

Survey Response: Yes (61.3%)

Survey Response by Library Type:

Academic:	Yes (62.2%)
Academic Law:	Yes (73.7%)
State Library:	Yes (75.0%)
Public:	Yes (50.9%)

LPS Response to Issue #9:

LPS will:

- pay software licensing (or royalty) fees, where appropriate, for depository copies of **all** electronic products produced or procured through GPO's services. Shareware accompanying future agency products will be treated similarly.

- use existing avenues of communication, such as Administrative Notes, the Depository Shipping List, and the new FDLP Bulletin Board System to notify federal depositories of the existence of the shareware and the royalty fee payment.

ISSUE #10: Items in electronic "package" available for distribution at different times

Scenario: An agency is planning to distribute an electronic database on CD-ROM, with a floppy diskette containing software and paper documentation. The CD-ROM is available now, but the software and paper documentation will be arriving later. GPO has, until now, held up shipment of an electronic "package" until all pieces are received.

Question: Would it be a problem for libraries if the pieces of the "package" are disseminated as received?

Survey Response: Yes (59.6%)

Survey Response by Library Type:

Academic:	Yes (56.1%)
Academic Law:	Yes (78.9%)
State Library:	Yes (52.6%)
Public:	Yes (60.8%)

LPS Response to Issue #10:

At the time the Issue #10 scenario was drafted, LPS was holding materials in the warehouse and not shipping to depositories until all known parts of an electronic "package" were available. However, as electronic products became more frequent within the FDLP, this storage consumed more and more valuable storage space and required a significant amount of LPS staff time to monitor and coordinate. Additionally, electronic information which had public interest was being withheld for months at a time while awaiting the creation of written documentation or public domain software.

In light of these concerns, as well as an LPS attempt to "normalize" acquisition and dissemination of electronic information within the FDLP, LPS will:

- urge GPO's Customer Services to encourage agencies to produce or procure electronic products as a "package" (rather than as separate entities to be combined at a later time)

- distribute the various components of an electronic "package" to depositories as soon as received

- indicate on the "E" Depository Shipping List as much information as is known about the various components of the "package"

- respond to telephone, fax, e-mail, or Depository Library Inquiry Form questions about the various components of an electronic "package".

Attendees of the 4th Annual Interagency Depository Seminar, May 1991, at the Library of Congress Madison building. Photo courtesy of Linda MacIver.

Bulletin Boards Give Users

the Line on Federal Info

BY FLORENCE OLSEN
GCN Staff

Government bulletin board systems are only beginning to fulfill the promise of having inexpensive microcomputer communications drastically increase the level of federal information flowing easily to the public.

Most federal bulletin boards are accessible to the public, but they tend to have much the same character as many private boards. They have tips on using micros and their software, message swapping and downloadable software.

A few, especially in the Agriculture Department and the Commerce Department, have begun to put some of the massive amounts of information financed by taxpayers within easy reach of those taxpayers.

In the Defense Department, bulletin board systems tend to be more internally oriented and sometimes have tight controls on public access, even though nothing classified is on them. But some useful procurement information is gleaned readily from DOD boards.

If you can measure the success of an electronic bulletin board system by its message base, then the board run by the Internal Revenue Service ranks as one of the more successful government-operated computer bulletin boards.

In a typical week, more than 1,300 calls come into the IRS board, which has more than 4,000 registered users across the country.

"The more people you have, the better the board," said the board's sysop Marianne Crockford, who reported 2,490 files downloaded in one week earlier this month.

The good boards have something people want, and the people who use bulletin board systems use them a lot, said Karl Schneider, who operates a BBS for the Agriculture Department. "BBS users are a special class of citizen — motivated, technically adaptive, curious," Schneider said.

When users log onto government bulletin boards, they typically find bulletins, free software files for downloading, messages from other users and often conferences or special interest group discussions on topics as diverse as dBase and alternative agriculture.

The number of agencies that operate electronic bulletin board systems has grown since 1986, when the IRS technical section staff began an experiment to learn firsthand what was required to support a BBS.

Today there are six lines on the rollover number that comes into the IRS board known as BXR Information Corner, named for Bailey's Crossroads, the Northern Virginia neighborhood where the IRS technical section staff office is located. Today Crockford and her sysop colleague Julie Blincoe run three other boards for the IRS, in addition to the one public board.

Like many of the government-operated bulletin board systems, the Agriculture board runs RBBS Version 17.3, a userware package developed and distributed by the Capital PC Users Group.

The BBS operated by Bob Padilla, who is with the Army's Information Systems Engineering Command and General Purpose Computer Support Center, is an 8-MHz Z-248 with a 120M hard disk partitioned into four drives to support the BBS.

The IRS board runs on a 10-MHz AST 286 with 230M hard drive and six U.S. Robotics 2,400-bit/sec modems on a single line with a rollover feature, Crockford said.

Agency	Board Name	Data Phone	Bits/Sec	Voice Phone	Access	Notes
Agriculture Department	AgComNet	Use voice phone	2,400	202-447-8694	USDA Telemail users only	Meetings and schedules for the department's move from its own network to FTS 2000.
Agriculture Department/Human Nutrition Information Service	Nutrient Data Bank	301-436-5078	2,400	301-436-8491	Public	Data on food composition, messages, dietary analysis software
Agriculture Department/National Agricultural Library	Agricultural Library Forum	301-344-8510 301-344-8511	2,400 2,400	301-344-2113 301-344-3704	Public	NAL bulletins; messages and conferences offering agricultural information
Air Force/Engineering Installation Division	ULANA BBS	405-736-0928	2,400	405-734-9928	ULANA consumers in Air Force and DLA	Information on products on ULANA network contract
Air Force/Headquarters Systems Command	Mission Critical Computer Resources	301-735-8124	2,400	301-981-6941	Air Force employees and others authorized	Ada message area; embedded systems information; Air Force ADP policies
Army/Information Systems Engineering Command	Computer Support Center	703-285-9637	2,400	703-285-6973 800-626-3206	Public, but new users must request upgrade for full access	Bulletins about major military contracts; user messages
Census Bureau	Office Automation BBS	301-763-4576	2,400	301-763-4950	Public	Product reviews; software; training information
Census Bureau/Data User Services	Economic Analysis Electronic Forum	301-763-7554	9,600	301-763-1580	Public	Shareware to use Census CD-ROMs; information exchange
Census Bureau/Personnel	Census Personnel	301-763-4574	2,400	301-763-5780	Public	Job vacancies and personnel messages
Commerce	Planning and Budget	202-377-1423	2,400	202-377-2949	Public	Moves internal documents and spreadsheets; OMB bulletins

Agency	Board Name	Data Phone	Bits/Sec	Voice Phone	Access	Notes
Commerce	Economic BBS	202-377-3070	2,400	202-377-1986	Full access by paid subscription	Monthly GNP and corporate profits; Consumer Price Index; personal incomes; other economic data
Customs Service	Customs Automated Commercial System	202-535-5069	2,400	202-343-7715	Public	Policies and directives; currency conversion rates; meeting schedules
Defense Communications Agency	DCA Acquisition	618-256-8200	9,600	618-256-9380	Public	Plans and solicitations for DOD communications
Defense Department	Ada Information	703-614-0215 301-459-3865	2,400 2,400	703-685-1477	Public	Validated compilers; Ada bulletin boards; other Ada information
Defense Logistics Agency	DASC-ZE	703-274-5863	2,400	703-274-5757	Public	Supports DLA users; conferences on Enable and other packages; DOS tip of week
Defense Mapping Agency	Navinfonet	301-227-4424	9,600	301-227-3296	Public	Information for mariners; marine advisories; global positioning
Defense Technology Security Administration	Export License Status Adviser	703-697-6109	2,400	703-698-1097	Export license applicants	Status reports on export licenses and other export information
Energy Department	Minority Impact	202-586-1561	2,400	202-586-7898	Public	Procurement and education opportunities for minorities through DOE labs
Energy Department	Remote BBS	301-353-4892	1,200	301-353-5527	Public	Messages and software for micro users
Energy Information Administration	EIA BBS	202-586-8658	2,400	202-586-1257	Public	Statistics on energy production; short-term energy outlook; survey prices
Energy/Office of Fossil Energy	FE Telenews	202-586-6496	1,200	202-586-6503	Public	Coal, oil, gas reserves and other related information

Agency	Board Name	Data Phone	Bits/Sec	Voice Phone	Access	Notes
Environmental Protection Agency	Cleanup Information	301-589-8366	2,400	301-589-8366	Public	Information exchange on hazardous waste removal
Export-Import Bank	Eximbank	202-566-4699	1,200	202-566-4490	Requires subscription	Programs and policies; news releases; staff list
Federal Communications Commission	Public Access Link	301-725-1072	1,200	301-725-1585	Those who have applied for equipment approval	Status on equipment applications
Federal Emergency Management Agency	State and Local Emergency Management Users Group	202-646-2887	2,400	202-646-3528 202-646-3115	Public	How computers can support emergency management
Federal Energy Regulatory Commission	Commission Issuance Posting System	202-357-8997	2,400	202-357-5570	Public	Commission agenda; filings, findings
Federal Highway Administration	FEEBS	202-366-3764	2,400	202-366-9022	Public	Open forum on FHWA topics and computer technology
Food and Drug Administration	Center for Devices and Radiological Health	301-443-7496	2,400	301-443-7003	Public	Meeting announcements; draft reports; researcher messages
Geological Survey	USGS Information Systems Division BBS	703-648-4168	9,600	703-648-7127	Public can access CD-ROM conference; others internal	Conferences on dBase, CD-ROM, Sysops
Geological Survey	On-Line Information System	800-358-2663	1,200	303-236-1500	Public	Seismological and geomagnetic information
GSA/IRM Service	GSA Schedule BBS	202-501-2661 202-501-2014	1,200 2,400	202-501-1404	Public	Information on GSA schedule contracts
Interior/Bureau of Mines	Mines-Data	202-634-4637	2,400	202-634-0079	Public	Tables showing minerals production
Internal Revenue Service	BXR Information Corner	703-756-6109	2,400	703-756-6280	Public	Micro technology conferences; information on Integrated Software Federal Users Group

Agency	Board Name	Data Phone	Bits/Sec	Voice Phone	Access	Notes
International Trade Commission	Energy and Chemicals BBS	202-252-1354	2,400	202-252-1948	Public	Chemicals reports; ITC analysts list
Justice/Bureau of Prisons	Office of Information Systems BBS	202-514-6102	2,400	202-307-3104	Public	Software and conference for computer specialists
Justice/National Institute of Justice	Criminal Justice Reference System	301-738-8895	2,400	301-251-5500 800-851-3420	Public	Institute news; Bureau of Justice Statistics data; conference information
Labor Department	Labor News	202-523-4784	2,400	202-523-7343	Public	Summaries of Consumer Price Index and real earnings reports
Library of Congress	Automated Library Information Exchange	202-707-9656	2,400	202-707-6454	Public	BBS lists and information on federal agency libraries
NASA/Information Technology Center	NASA HQ-ITC	202-453-9008	2,400	202-453-9009	Public	Micro tips; downloadable files; messages
NASA/Marshall Space Flight Center	NASA Spacelink	205-895-0028	2,400	205-544-6531	Public	Scientific and education programs; teachers leave questions for NASA
National Institute of Standards and Technology	Data Management Information Exchange	301-948-2059 301-948-2048	1,200 1,200	301-975-3272	Public	Summaries of standards reports; information on data management
National Institute of Standards and Technology	Computer Security	301-948-5717 301-948-5148	2,400 9,600	301-975-3359	Public	Emergency response team advisories; information on computer security
National Institute of Standards and Technology	Automated Computer Time	303-494-4774	300	303-497-3639	Public	Synchronizes computer clocks
National Institute of Standards and Technology	Center for Fire Research	301-921-6302	2,400	301-975-6872	Public	Fire simulation programs and lab information
National Institute of Standards and Technology	CALS	301-948-8966	2,400	301-975-3561	Public	CALS Implementation Guide; CALS standards; meetings

Agency	Board Name	Data Phone	Bits/Sec	Voice Phone	Access	Notes
National Institutes of Health	PCBull	301-480-6400	2,400	301-496-2262	NIH users	Bulletins; dBase conference; file download
National Oceanic and Atmospheric Administration	Forecast and Advisory	303-497-5000	2,400	303-497-3188	Public	Highlights and forecasts of geomagnetic and solar activity
National Science Foundation	Science Resource Studies	202-634-1764	2,400	202-634-4250	Public	OTA reports; bulletins on R&D funding
National Weather Service	Climate Dial-Up Service	301-899-0827	1,200	301-763-4670	Public, but user fees charged	Short-term climate conditions worldwide
Naval Computer and Telecommunications Station	NCTS BBS	301-238-2131	2,400	301-238-2181	Public	DDN newsletter; Navy datacom policy; micro tips
Naval Data Automation Command	NAVDAC BBS	202-475-7885	2,400	202-475-7685	Public	Software; messages
Naval Observatory	Automated Data Service	202-653-1079	1,200	202-653-0497	Public	Time measurement from the observatory atomic clock
Navy/David Taylor Naval Research Center	Office Automation Systems	301-227-1042	1,200	301-227-4901	Public	Microcomputer support
Navy-Marine Corps Appellate Review	JAG BBS	202-588-9214	2,400	202-433-4651	Public	Micro tips; messages; downloads
Navy Regional Data Automation Center-Norfolk	NARDAC Remote BBS	804-445-1627	2,400	804-445-4257	Public limited, DOD unlimited	Micro contracts; software for DOD
Office of Personnel Management/Detroit Area Office	Midwest Federal Jobs	313-226-4423	2,400	313-226-2085	Public	Federal jobs and related information for Midwest states
Office of Personnel Management/New Jersey Area Office	Northeast Federal Jobs	201-645-3887	2,400	201-645-2284	Public	Federal jobs and related information for Northeast states
Small Business Administration	SBA BBS	202-205-6400	2,400	202-205-6208	Public	Software; messages
Veterans Affairs Department/Regional Offices	Foreclosed Property	Call voice	Call voice	202-233-2741	Public—each city has its own—call voice line for number and speed for your city	Lists property foreclosures

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FDLP/BBS: HELLO SIG Contents

Welcome to Federal Depository Library Programs BBS!

If you have used The Major BBS software before, you will probably have no trouble finding your way around. This text file talks about some of the more commonly used features that are currently available. A few things to keep in mind:

"X" means exit. Use it to exit to a higher level menu. When you're at the main menu, enter "X" to log off the system.

"/p" means page another user. Follow with a User-ID and a message, for example: "/p Mackenzie We still need quorum on the Fresno initiative". User Mackenzie, if online, would get this message on his terminal.

"/r" means look up a user in the Registry, for example: "/r Baker".

"/#" shows you who else is also online with you.

Also, most long listings can be aborted by hitting <Return> or <Enter> while the list is scrolling across your screen.

Concatenated Commands

You can probably find most things you're looking for by just going through the menus one at a time. But here are a few "concatenated" commands you can enter right from the main menu, responding to several sub-menus in one swoop:

"SRQS" means Quickscan the Special Interest Groups for new public messages.

"SRQC" means configure and customize your own Quickscan to look only in certain SIGs or only for messages with certain keywords in them.

"SS?" gets you a listing of SIGs. (Hit return an extra time to abort this listing.)

"SS<signame> RLB0" shows you a line-by-line summary of all messages in a particular SIG.

I - Information Center

In the Information Center you can find out general information about this BBS and the rules for accessing it. You can also see who else is also online.

A - Account Display and Edit

Here you can edit the information you first provided to the Sysop when you signed up on this BBS. For example, you could change the following information numbered

1-12:

```
User-ID ................. Cromero
Account Created .......... 10/18/89
Last Logon ............... 02/29/96

1. Name ........... Cesar Romero
2. Company ........ Latin American Investments Inc
3. Addr Line 1 .... 95 Calle de Paz y Prosperidad
4. Addr Line 2 .... Caracas, Venezuela
5. Phone Number ... 011 (58)-2-395-042
6. System Type .... IBM PC or compatible (ANSI)
7. Screen Width ... 80
8. Screen Length .. 24
9. Age ............ 39
10. Sex ............ M
11. Password ....... angel
12. Credits......... 3025910
```

To "Change" item 12 really means to transfer credits to another user's account, if allowed.

R - Registry of Users

Please Register!

The Registry allows you to provide information about yourself to other users on this BBS. You can also look up the information that has already been voluntarily provided by the other users. (This is separate from your signup information -- only the Sysop can see that.) Please register as soon as possible.

Here is the Registry menu:

```
G => General information
D => Directory of users in Registry ("D0" to start at beginning)
Y => Create or Edit YOUR entry
L => Look-up another user's entry
X => Exit to main menu
```

S - SIGs (Special Interest Groups)

Many users can read SIG Mail. Those within a SIG may read any mail regardless of to whom the mail is addressed.

Here is the SIG menu:

```
R  => Read messages
W  => Write a message
D  => Download a file
U  => Upload a file
T  => Teleconference
S  => Select a new SIG
```

By the way, you can modify a SIG message you have written by noting the message number and using the M=Modify option in Electronic Mail.

Use the "S" option to select a SIG. Type "S?" to get a listing of SIGs. (Hit return while the list is scrolling on your screen to abort the list.)

Read / Download SIG Options

Reading SIG messages is the same thing as Downloading SIG files, except that Downloading only looks at messages with files attached. There are several options either way.

When it comes time to download an attachment to a SIG message, these are your protocol options:

```
L ... List the file on your screen, one screen at a time
A ... ASCII download of file, continuously (CTRL-S pauses)
```

M ... XMODEM download	G ... YMODEM-g download (batch)
C ... XMODEM-CRC download	Z ... ZMODEM download
Y ... YMODEM (1K XMODEM)	ZR .. Resume ZMODEM download
B ... YMODEM Batch	K ... KERMIT / SUPER KERMIT
	download

Here are some possible "concatenated" commands for reading/downloading SIG messages/files. These commands can be typed from the SIG menu (each letter corresponds to a sub-menu selection):

RK	DK	Keyword-search for messages/files
RS	DS	Chronological Scan for messages/files
RLB	DLB	Non-stop list of messages/file descriptions (1 line each)
RLT	DLT	Non-stop list of messages/file descriptions (4 lines each)
RLF	DLF	Non-stop list of messages/file descriptions (full-text)
RQK	DQK	Quickscan-Keyword search for messages/files
RQS	DQS	Quickscan of messages/files
RQLB	DQLB	Quickscan list of messages/file descriptions (1 line each)
RQLT	DQLT	Quickscan list of messages/file descriptions (4 lines each)
RQLF	DQLF	Quickscan list of messages/file descriptions (full-text)
RQC	DQC	Quickscan configuration

Scanning and Listing

During a scan, you view message summaries one at a time, and optionally read the body of each message. During a list, the summaries and message bodies fly by one after another. For either a scan or a list you can start at a specific message number. The default starting point is just after the most recent message whose body you have already read in each SIG.

To abort a long listing, hit return while the list is scrolling across your screen.

Keyword-Search for SIG Messages

You can search for messages in a SIG based on the content of the topic and message. However, the contents of any files attached to messages are not scanned in the keyword search. Here are some examples of keyword search specifications:

Enter a keyword list: quorum   Find all messages with the word
                                                        "quorum" in them.

Enter a keyword list: quorum proxy   Find all messages with both the word
                                                        "quorum" and the word "proxy" in them.

Quickscan Search for Messages

Quickscan is an advanced search for messages or files that you can custom tailor to your interests. You can limit the quickscan to certain SIGs, and to certain subjects with these SIGs. Also each quickscan search begins "where you left off" in a SIG, so you only review new messages.

To specify which SIGs to include in your quickscan, you need to configure your quickscan ("RQ" from the SIG menu the first time, "RQC" after that). You can remove or add SIGs using + and - commands:

    -/Sugar
    -/Shale   ..no longer quickscan the /Sugar and /Shale SIGs
    +/Solar   ..include /Solar and /Superdem SIGS in quickscan
    +/Superdem

You can also specify up to 5 keyword lists. Only messages/file descriptions that match one or more of the keyword lists will pop up during the quickscan.

The contents of attached files are NOT searched for keywords.

Threading through SIG Messages

After reading a SIG message, you have the option to:

TB   Thread Backward to the most recent message with the same topic
TF   Thread Forward to the very next message with the same topic
TP   Thread to the Parent of this message (this message is itself a reply to another SIG message).

Threading around through a tree of messages will not disturb your place in a quickscan, if it is in progress.

Write/Upload a SIG Message/File

Writing and uploading are the same thing, except that when you upload, you always attach a file to the message. (When writing, you have the option of attaching a file.) When uploading, the message topic becomes the file name followed by a brief description. The message itself becomes a long description for the file.

A reply to an existing SIG message is directed to the writer of the original message. New SIG messages can be directed to all users or to a specific user.

In any case the message is available to anyone with the proper access to that SIG.

Here are the upload protocols available for attachments to a SIG message:

A ... ASCII upload   B ... YMODEM Batch
M ... XMODEM upload   G ... YMODEM-g upload (batch)
C ... XMODEM-CRC upload   Z ... ZMODEM upload
Y ... YMODEM (1K XMODEM)   K ... KERMIT / SUPER KERMIT
                                            upload

T - Teleconferencing

Teleconferencing is a lot like a CB radio, except with computer terminals. Type a message at your terminal and it will get sent to everybody else on your channel.

Here are some special teleconference commands:

PAGE <Userid> ...	"Pages" the user to your teleconference channel
PAGE ON/OFF/OK	Allows/prevents/encourages others to page you
WHISPER TO <Userid> ...	Sends a private message to another conferee
/<Userid> ...	(Shorthand form of the whisper command)
CHANNEL <#>	Switch to channel <#> of teleconferencing
CHAT <Userid>	Join in a "chat" with a user, or request it
SCAN	Displays all teleconference users on all channels
UNLIST	Makes your channel number "unlisted" in scans
LIST	Allows others to see your channel number in scans
MODERATE <topic>	Sets conference topic and makes you the moderator

APPOINT <Userid>   (Moderator only) resign, make <Userid> moderator
SQUELCH <Userid>   (Moderator only) silence user in your conference
UNSQUELCH <Userid>   (Moderator only) allow the user to talk again
EXIT, or just X   Exits teleconference, takes you back to main menu

When you're in the middle of typing your message, the BBS politely refrains from showing you other peoples messages, until you are done typing and hit <CR> (or you backspace to the beginning of the line).

Whatever Happened To . . . ? ? ?

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Class no.	Item no.	Status
AE 1.114/2:18/2	0569-A-02	**Annotation.** Vol. 18, No. 2, August 1990. Agency is unable to supply additional copies. Under 44 U.S.C., §1903, LPS cannot reprint. No rain checks can be filled.
D 101.124:	0325-F-03	**Special Warfare.** Vol. 4, No. 1, Winter 1991. Because of production delays, this is the first issue since Vol. 3, No. 1.
HE 20.3413:	0507-N-04	**NIDR Research Digest.** The agency did not provide sufficient depository copies after the September 1988 issue. Distribution is beginning again with the May 1991 issue.
L 2.120/2:989	0769-P	**State and Regional Unemployment in 1989.** The Labor Department is unable to supply additional copies. Under 44 U.S.C., §1903, LPS cannot reprint. No rain checks can be filled.
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TD 7.2:En 7	0982-H-02	**Entrepreneurial Services Program.** The agency is unable to supply additional copies. Under 44 U.S.C., §1903, LPS cannot reprint. No rain checks can be filled.

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